

# Billings JSEC

## Meeting Minutes

May 15, 2009 - 8:00 am

*Prepared by: Paul Ayers, Billing Job Service, JSEC Coordinator*

### **In attendance:**

Vonda Sorenson-NAPA

LynnDee Schmidt – Yellowstone County

Hilary Swenson – Wells Fargo

Kathy Jo Oppertud-Eskro – Payne Financial Group

Paul Boyer – Kelly Services

Sylvia Noble – Step, Inc.

Steve Wilson – Billings Career Center

Frank Fleming, Judy Towleron, Joann Pintz-Cole and Paul Ayers – Billings Job Service

Heather Pederson – St. Vincent Healthcare

Karen Sinclair – Alternatives

Shelly Popp – Futuresync International

Patty Nordlund – Big Sky EDA

Lauren Sukut – REO

Lisa Wallace– MSU Billings

Andrea Hagfeldt – Job Corps

**Excused:** Lisa Reynolds, Ryan Brosseau and Marcy Buster

**Absent:** None.

**Introductions:** No new members.

**Previous minutes:** No changes/corrections noted.

**Billings Job Service Manager:** Frank reported that the average door count in April was 275 which is about 25 – 30% lower compared to last year's figures. Job Service and Employer inputted Job Orders are averaging about 275 a day. The unemployment rate for Yellowstone County is 4.7% while the State is 6.9%. An unemployment pilot program will start in Billings and Helena and will require assigned staff to interview and case manage approximately 30 people a week who are receiving unemployment benefits in hopes of better assisting those individuals find suitable employment. More staff should be added to Billings Job Service in order to help this new program succeed.

**JSEC Coordinator:** Paul reported that he presented the Scholarship to Sara Watts at the West H.S. awards banquet on May 12<sup>th</sup>, 2009 and that Sara was very gracious and thankful. Additionally Paul read a thank you card that Sara had sent to the Billings JSEC. Additionally Paul advised he still had a few raffle tickets for the 2009 conference in Helena next week if anyone was interested.

**JSEC Chair/Co-Chair:** Vonda and Heather gave a short brief on the 2009 Innovations in Business conference next week and briefed the group on the 2010 Conference that we are co-hosting with Lewistown and Livingston next year. Paul will send out a copy of the project planner and posters with these minutes to all JSEC members. All JSEC members were encouraged to participate and/or lend any expertise they may have in making this conference a success.

**Treasurers Report:** Ending balance as of May 15<sup>th</sup> is: \$6,222.46. LynnDee also briefed everyone on the Non-profits application status and provided all with a copy of the status and overview of the process. The Incorporation paperwork was filed and approved by the Montana Secretary of the State.

### **Old Business:**

**2009 Innovation in Business update:** Vonda & Heather covered during their brief. Billings JSEC has 6 JSEC members attending and 11 Job Service staff attending to include management staff.

**2010 Conference update:** Vonda & Heather covered during their brief that the first meeting was conducted on May 7<sup>th</sup> and Paul will send out the Project Planner that Patty Nordlund developed to all JSEC members. Paul presented a video and slide show presentation that he developed to be shown at the upcoming 2009 conference in Helena to all Montana JSEC's. The presentation showcases the South Central Montana JSEC's, promotes our conference we are sponsoring next year and explains the "Regional" approach to this conference. Tom Frisby, along with Frank, Vonda, Heather and LynnDee will present this in Helena. Paul will also send out the promotional posters to all JSEC members.

## New Business:

Employer Input/recommendations for Job Service: Vonda went over the notes she is taking with her to Helena next week for the statewide conference. Some of the input provided was: (1) Poll job seekers to see what they need that they aren't getting. (2) Develop an e-mail newsletter that would go out monthly. (3) Provide training/updates for employers on current/changing employment law issues, such as; COBRA and I-9 changes. (4) Ensure employers know various guidelines/deadlines for required posters and OSHA 300 etc. (5) Continue to assist employers with finding qualified employees. (6) Continue to assist unemployed community members in finding jobs.

Additionally the members in attendance agreed to meet for our normal meeting next month and then July and August would be planning meetings for any members who wish to come.

JSEC OFFICER Elections: All votes were counted and Congratulations to our sitting JSEC Officers for all being re-elected to their current positions: Chair - Vonda Sorenson, Co-Chair – Heather Pederson and Treasurer – LynnDee Schmidt.

Thank you to Sylvia Noble and Andrea Hagfeldt who will present Ryan Hutchinson his \$1000.00 JSEC Scholarship on Monday 18, May 2009 at Senior High School.

*NEXT Meeting:* **8:00 am** Friday, June 19<sup>th</sup>, 2009 at Billings Job Service